

Quotation Request //

US Government Printing Office

Agency Publishing Services
732 North Capitol Street, NW
Washington DC 20401-0001

JACKET:350-543

Quotations are Due By:

(Eastern Time)10:00 AM on 10/31/2008

Submit Fax Quotes to:00000000

Contractors must provide mandatory taxpayer information before GPO makes payment.

Please see special notice on <http://contractorconnect.gpo.gov/>.

TITLE: Sustaining Grassroots Community Based Programs

QUANTITY: 69500 Dollars for toolkit folders and six (6) different versions of pamphlets, plus one (1) copy each of the completed products to the Government Printing Office (See Distribution).

"GPO Publication 310.2, GPO Contract Terms, Contract Clause 5. Disputes, is hereby replaced with the June 2008 clause found at www.gpo.gov/printforms/pdf/contractdisputes.pdf. This June 2008 clause also cancels and supersedes any other disputes language currently included in existing contractual actions".

--- FAX ALL QUOTES TO AST 1, #202-512-1551. NO LATE QUOTES WILL BE ACCEPTED ---

Fixed-Price Indefinite Quantity Contract:

BIDS/QUOTATIONS: The bidder/offeror is to bid the maximum quantity, inclusive of all costs (including non-reimbursable mail, if applicable), that will be delivered to the Department of Health and Human Services per specification requirements for a total of \$69,500.00. In addition, the bidder/offeror must bid/quote a separate additional price for 685 copies for the Superintendent of Documents (SuDocs). The price for the SuDocs quantity must be based on a continuing run of the quantity produced for the Department of Health and Human Services, exclusive of all basic or preliminary charges. Bids/quotations must include the cost of all materials and operations for the total quantity ordered. Bids/quotations should be prepared in conformance with the Schedule of Prices.

BASIS FOR AWARD: The contract will be awarded to that responsible bidder/offeror whose bid conforming to the solicitation provides the lowest overall cost per copy to the Government, including prompt payment discount. The lowest overall cost per copy will be calculated by dividing the total price (amount plus the price bid for SuDocs copies) by the total number of copies to be delivered (number bid for the Department of Health and Human Services plus 685 copies for SuDocs). Use below Schedule of Prices Chart, which must be submitted as a bid for this jacket.

Schedule of Prices:

----- Quantity -----		Cost -----
Dept. of Health and Human Services	_____	\$ _____
SuDocs	+ 685 copies	\$ _____
Total Quantity and Total Cost	_____	\$ _____

Total Cost/Total Quantity = Cost Per Copy\$ _____

TRIM SIZE: Toolkit folder: 26-1/2 x 15" before construction; 9 x 12" after construction.

6 different pamphlets: 8-1/2 x 11".

PAGES: Toolkit folder: face and back.

Pamphlet 1: 20 page self cover.

Pamphlet 2: 20 page self cover.

Pamphlet 3: 20 page self cover.

Pamphlet 4: 28 page self cover.

Pamphlet 5: 44 pages self cover.

Pamphlet 6: 24 page self cover.

SCHEDULE:

Furnished Material will be available for pickup by 10/31/2008

Deliver complete (to arrive at destination) by 11/14/2008

F.O.B. destination

QUALITY LEVEL: 3 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 8-02)) applies.

DESCRIPTION:

-- SPECIFICATIONS APPLY EQUALLY TO ALL ITEMS, UNLESS SPECIFIED OTHERWISE --

Toolkit folder print face and back 2/1 (black and a match of Pantone 732 brown on face and 732 brown on back), consisting of screens, images, type and line matter. Heavy ink coverage with bleeds on all sides.

TOOLKIT FOLDER CONSTRUCTION: Construct folder with 3/4" spine, and one 7" deep inside vertical pocket with 3/4" gusset on the right side. Securely glue 3/4" wide top and bottom construction tabs to the inside of the pockets. Score at all folds 9 x 12".

All pamphlets print head to head (with some blank pages) in 2 colors (black and a match of Pantone 732 brown), consisting of screens, small solids, images, type and line matter, with some areas reversing to white. Uncommon bleeds throughout.

MATERIAL FURNISHED: Contractor to pickup at GPO. One CD-Rom generated on a Mac computer system version 10.4.9, using InDesign CS3, Illustrator CS3, and Photoshop CS3 software. Files supplied in Native format, fonts are furnished. Color Identification System Used: Pantone.

Two GPO 952 forms - Disk information sheets.

Complete set of composite color lasers for all items, to be used for visual purposes only.

Previously printed similar samples to be used for general purposes only.

Prior to image processing, the contractor is responsible for performing a basic check (preflight) of the furnished publishing files to assure accurate output of the required reproduction image. Any errors, media damage or data corruption that might interfere with proper file imaging must be reported to the contract administrator in sufficient time to comply with the shipping schedule.

In addition, the contractor is responsible for creating or altering any necessary trapping, setting proper screen angles and screen frequency, and defining file output selection for the imaging device being utilized. All furnished files must be imaged as necessary to meet assigned quality level.

The contractor shall make all revisions to the electronic files. Prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.

Upon completion of each order, the contractor must furnish final production native application files (digital deliverables) with the furnished material. The digital deliverables must be an exact representation of the final printed product and shall be returned on the same type of storage media as was originally furnished. The Government will not accept, as digital deliverables, PostScript files, Adobe Acrobat Portable Document Format (PDF) files, or any proprietary file formats other than those supplied, unless specified by the Government.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order
Toolkit folder: JCP Code* L70, White Coated One Side (C1S) Cover, Point Size 12 pt. Basis Weight
Pamphlets: JCP Code* A80, Opacified Offset Book, White Basis Size 25 X 38" Basis Weight 80 lbs.

COLOR OF INK:

Black and PMS 732 brown.

PRINT PAGE: Head to Head

MARGINS:

Inadequate gripper.

PROOFS:

One set of digital color content proofs for each item. At contractor's option, a film based composite blueline may be submitted. Proofs must be created using the same Raster Image Processor (RIP) that will be used to produce the product. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, constructed, trimmed, folded, and microperfed, to the finished size of the product.

Send proofs together with the furnished media (lasers and electronic files) using the furnished revised proof label (GPO Form 892) which must be filled in by the contractor and used on all proof packages. Send proofs directly to: SAMHSA, 1 Choke Cherry Road, Rockville, MD 20850, Attn: Kim Plavsic (240) 276-1578. Inside delivery required. Contractor to call James Helton (301) 443-6740 upon sending proofs.

Contractor must call GPO Contract Compliance Section at (202) 512-0520 immediately upon sending/ delivering proofs and immediately upon notification that the proofs are available for pickup at the department.

Proofs will be withheld not more than 2 workdays from receipt in the department until they are made available for pickup by the contractor. **CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN OK TO PRINT.**

BINDING:

All pamphlets saddle wire stitch in 2 places along the left 11" dimension, trim flush 3-sides.

All pamphlets contain pages which microperf 1/4" from the spine along the entire 11" dimension as follows:

Pamphlet 1: folioed pages 1-5 through 1-12.

Pamphlet 2: folioed pages 2-7 through 2-16.

Pamphlet 3: folioed pages 3-9 through 3-16.

Pamphlet 4: folioed pages 4-7 through 4-24.

Pamphlet 5: folioed pages 5-13 through 5-38.

Pamphlet 6: folioed pages 6-9 through 6-20.

ASSEMBLY:

Collate pamphlets together with pamphlet #1 on top and Pamphlet #6 on bottom, then insert into pocket of toolkit folder.

PACKING:

Pack suitable per shipping container.

DISTRIBUTION:

Deliver 50 assembled sets plus GFM to: DSI/CSAT/SAMHSA, 1 Choke Cherry Road, Room # 5-1120, Rockville, MD 20850, Attn: Kim Plavsic (240) 276-1578. Inside delivery required.

Deliver 2 sample copies plus GFM to: PSC/AOS/Printing Procurement Section, Attn: Amy Rumburg (301) 443-6740, 5600 Fishers Lane, Room 3B-26, Parklawn Bldg., Rockville, MD 20857. Delivery hours are 8am-12pm and 1pm-4pm.

Deliver 15 copies, marked "File Copies" to: Library of Congress, Madison Building, Anglo-American Acquisition Division, Government Documents Section, C Street (between 1st & 2nd), SE, Washington, DC 20540.

Deliver 670 copies marked "Depository Copies, Item 0497-D-01" to: U. S. Government Printing Office, Depository Receiving Section, 44 H Street, NW Loading Dock, Washington, DC 20401. Any cartons containing "Depository Copies", that are mailed to the GPO's Depository Receiving Section must be clearly marked to indicate the total number of cartons in the mailing. For example: 1 of 3; 2 of 3; 3 of 3.

Contractor to provide one (1) copy to: U.S. Government Printing Office, Customer Services Department, Agency Publishing Services, AST 1, Attn: Contracting Officer (202-512-0455), MailStop CSAPS, Room C838, 732 North Capitol Street, NW, Washington, DC 20401, Jacket 350-543.

Deliver remaining assembled sets (includes appropriate Departmental Random Blue Label copies) to: SAMHSA Warehouse, c/o IQ Solutions, Inc., 350 Winmeyer Avenue, Odenton, MD 21113. Call Arthur Seward, 48 hours prior to delivery at (240) 221-4075. Warehouse receiving hours are 7:30 am - 2:00 pm, M-F.

QUALITY ASSURANCE STANDARDS: The following standards shall apply to these specifications:

Inspection Levels (from ANSI/ASQC Z1.4):

(a) Non-destructive Tests -- General Inspection Level 1.

(b) Destructive Tests -- Special Inspection Level S-2.

Specified standards to correspond with each required attribute as follows:

ATTRIBUTE	Specified Standard
P-7. Type Quality and Uniformity	O.K.'d proofs/furnished electronic media
P-9. Solid and Screen Tint Color Match	Pantone Matching System.